

COMMON AREA VALUATION APPLICATION

Organization Name: _____

Development/Subdivision Name: _____

Mailing Address: _____

Contact Person: _____ Telephone: _____

ALL of the following conditions must be met for the property to qualify for the common area valuation.

Please provide documentation that verifies the following *(Examples are in parenthesis):*

- ☐ A nonprofit homeowners' association, community association, or corporation owns the property. *(An official copy of the Articles of Incorporation filed with the AZ Corporation Commission stating the HOA is a nonprofit organization, current Certificate of Disclosure.)*
- ☐ The nonprofit association, community association, or corporation is organized and operated to provide for the maintenance and management of the common area property. *(Bylaws and/or Covenants, Conditions, and Restrictions (CC & R's) with the relevant sections highlighted.)*
- ☐ All residential property owners in the development are required to be and must actually be members of the association or corporation or must be obligated to pay mandatory assessments to maintain and manage the common areas. *(Bylaws and/or CC & R's with the relevant sections highlighted.)*
- ☐ All members of the association, or residential property owners in the development, their immediate families, and guests, if provided by organizational rules, have the right to use and enjoy the common areas. This right must be appurtenant to and pass with title to each lot and parcel. *(Bylaws and/or CC & R's with the relevant sections highlighted.)*
- ☐ The common areas are deeded to the association or corporation. *(The recorded deed.)*
- ☐ A recorded document that restricts the use to common area. *(The recorded deed, recorded plat map indicating the common areas, or the recorded CC & R's.)*
- ☐ Provide a list of Assessor Parcel Numbers for all the Common Area Parcels associated with this request to combine common areas. *(The Request to combine Common Area Parcel numbers DOR form #82354)*

Please make and retain a copy of this application for your records.

Mail or deliver this application and the supporting documentation to:

**Common Area Project
Maricopa County Assessor
301 West Jefferson
Phoenix, Arizona 85003**

**Please call (602) 506-3406
for additional assistance.**